

May 21, 2008

D. Ray Eubanks
Plan Review & Processing Administrator
Florida Department of Community Affairs
Division of Comprehensive Planning
2555 Shumard Oaks Boulevard
Tallahassee, Florida 32399-2100

Re: Letter of Understanding-Town of Hillcrest Heights Evaluation and Appraisal Report (EAR)

Dear Mr. Eubanks:

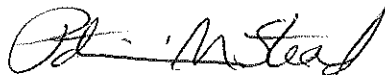
On behalf of the Town of Hillcrest Heights, we are submitting this Letter of Understanding to identify the Major Issues that will be the focus of Hillcrest Heights 2009 Evaluation and Appraisal Report of its Comprehensive Plan. The Major Issues to be addressed are attached. These issues were developed through the meetings listed below:

- ❖ February 11, 2008, Public Work Session meeting held during the Town Council Meeting to solicit public input and to identify major issues from interested residents and representatives from the Town; and
- ❖ April 30, 2008 Agency Scoping Meeting, and consultation with Town Staff.

The Central Florida Regional Planning Council (CFRPC) and the Town of Hillcrest Heights respectfully request that the Department of Community Affairs concur with the attached list of major issues as the issues by which the Town's Comprehensive Plan will be evaluated. Once accepted, the evaluation will focus primarily on these areas of concern. The EAR will also address the shortcomings of the Plan elements, and the changes required to address state laws and required subjects listed in Section 163.3191 (2), Florida Statutes.

If you have any questions regarding the proposed issues, please contact Bettina Coleman of the CFRPC at (863) 534-7130 ext. 112, or at bcoleman@cfrpc.org. We look forward to receiving your letter of agreement regarding these issues and to coordinating with the Department as we prepare the EAR and update the Town's Comprehensive Plan.

Sincerely,



Patricia M. Steed
Executive Director

cc: Larry Blackwelder, Town Clerk/Administrator, Hillcrest Heights



**TOWN OF HILLCREST HEIGHTS
EVALUATION & APPRAISAL REPORT (EAR)
LIST OF MAJOR ISSUES**

In its Evaluation and Appraisal Report, the Town of Hillcrest Heights will review the Major Issues listed below.

ISSUE: TRANSPORTATION

- Evaluate the Traffic Circulation Element for effective coordination and consistency with the adopted Long Range Transportation Plan for Polk County.

ISSUE: NATURAL RESOURCES

- Assess whether provisions of the Comprehensive Plan have been successful in ensuring the protection of environmentally sensitive resources

ISSUE: HISTORIC PRESERVATION

- Evaluate the Comprehensive Plan to ensure goals, objectives and policies encourage the preservation of buildings, structures and sites that are of historic significance to the Town.

ISSUE: INTERGOVERNMENTAL COORDINATION

- In an effort to improve growth management, identify opportunities to increase cooperation and collaboration between the City and County as well as other local governments.

PUBLIC SCHOOL FACILITIES ELEMENT: The Town of Hillcrest Heights is exempt from school concurrency requirements.

WATER SUPPLY FACILITIES PLAN: The Town will assess changes needed to conform with statutory and interlocal requirements of the 10 year Water Supply Facilities Work Plan.

REQUIRED ISSUES TO BE ADDRESSED:

POPULATION

- Actual population changes since plan adoption versus those in the original plan.
- Future population projections.

ANNEXATION

- Annexations since plan adoption.
- Planned future annexations.

LAND USE

- Locations of vacant land and suitability for development.
- Development patterns which changed since plan adoption and consistency with original plan patterns.

INFRASTRUCTURE AND LEVELS OF SERVICE

- Current levels of service compared with those at plan adoption.
- Level of service standard changes.
- Commitments for future services including reservation of capacities.

FINANCIAL FEASIBILITY

- Financial feasibility of plan reflected in CIE under current requirements.

Changes to State and Regional Requirements and Plans since Plan Adoption:

- Changes to State Comprehensive Plan
- Changes to Central Florida RPC Strategic Regional Policy Plan
- Changes to Chapter 163 F.S.
- Changes to Chapter 9J-5, FAC